Administrative - Internal Use Only

ODP 82-996
15 July 1982

MEMORANDUM FOR: Deputy Director for Administration

FROM: Bruce T. Johnson
Director of Data Processing

SUBJECT: ODP Report for Week Ending 14 July 1982 (U)

Management

Word Processor Acquisition Procedures Draft Notice. ODP comments on the Agency Standard Word Processor and Office Automation System acquisition procedures draft notice have been received. Work is progressing on a revised notice to be forwarded to key DDA offices for coordination. (U/AIUO)

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Applications

Support to OL. Logistics Information Management System (LIMS). The LIMS Quality Assurance RFP was released to bidders on 6 July. Bids are due back to Procurement Division/OL by 5 August. (U)

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Processing

CAMS development computer operational. The W2 Computer Center in the TRW W2 Building went operational on the scheduled date of 9 July 1982. Passwords for the W2 VM system were distributed to all W2 VM users on 6 July 1982. The CIM-III system was successfully installed on the W2 VM system 9 July 1982. (U)

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Significant Events During Coming Week

Support to OL. Logistics Integrated Management System
(LIMS). A user Review of the Functional Requirements will be
held on 13-23 July. A presentation to key OL and OP personnel
will be held on 13 July. The purpose of this Review is to gain
user acceptance of the Functional Requirements in order to
establish a baseline document. This document will then serve as
the basis of detailed requirements and become part of the LIMS
Development RFP. (U)

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Prepare briefing for NSA on Proposed SAFE redirection. (U)

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/s/ Bruce T. Johnson

Bruce T. Johnson

Distribution:
  Orig + 2 - Addressee
        2 - O/D/ODP
        2 - ODP Registry
        1 - O/D/ODP Hold

STAT

OEX EXO/ODP:⬜ (15 July 1982)

STAT Support to O/ICE. COMIREX Automated Management System (CAMS). The CAMS2 (P/S) Development Facility was opened for operational use on 9 July as scheduled. CAMS Division expresses its appreciation to all of the Processing components who made it happen. (U)

Training during the past week. A three-day course, Fundamentals of VM, was completed by 15 students. (U) STAT

STAT A Delta Data 7260T Operator's Course was completed by 19 students. (U)

Processing

The first two GIMS data bases will be installed on GIM-III at the W2 Center during the week of 13 July 1982. One will be the "Model" data base to be used by PD/DBSS to build new data bases, and a "Test" data base that will be used by TRW personnel to become familiar with GIM-III. (U) STAT

During the week of 13 July 1982, we will test the ability to operate multiple GIM-III systems on the same CPU. This will provide the ability to isolate when desired, multiple development and testing efforts prior to implementation on the primary GIMS-III system used for CAMS2 development. (U) STAT

Special Projects Staff

STAT received a copy of the LIMS Project Quality Assurance RFP requested of Quality Assurance Division/Applications/ODP. He will use this RFP to develop the quality assurance RFP for SAFE. (U) STAT

AIM user documentation was requested to permit CSPO personnel to use the AIM system once CSPO personnel accesses have been processed. If additional training is needed following self training by CSPO personnel, a short AIM training session will be STAT scheduled. (U)

Attended briefing on the test-bed for user interface for the NPIC upgrade. The test-bed uses a Xerox 1100 terminal, and is also apparently being acquired by the Analytical Support Group of the DDI. A point of contact has been identified at NPIC for the exchange of information regarding user interface and requirement STAT topics. (U)

2

Excerpts from ODP Div/Staff Reports for Week Ending 14 July 1982

Management

NARS Regulations. A draft policy paper on the applicability of National Archives and Records Service (NARS) justification regulations to the Agency Standard Word Processor and Office Automation System contract was circulated within the ODP front office and Processing for comment. The draft will be revised based on the comments received and submitted to D/ODP for approval. (U/AIUO)

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National Bureau of Standards Seminar. SO/ODP attended a one-day seminar at the National Bureau of Standards on 12 July. Representatives of the Navy, Army, Agriculture, Bureau of the Census, National Bureau of Standards and the DoD Computer Security Center presented the policy and procedures they have established or are attempting to establish to meet the requirements of Transmittal Memorandum Number 1 to OMB Circular A-71. This memorandum requires Federal agencies to certify the security of computer systems after initial development and re-certify operationally sensitive applications at least every three years. The purpose of this seminar was to present and discuss an NBS draft for "Guidelines for Computer Security Certification."

It was emphasized that the guidelines are just that, guidelines, and should not be mistaken as standards with which all Federal agencies must comply. The guidelines, admittedly, are not perfect but are a very good first step in assisting agencies in their attempt to certify computer systems. (U/AIUO)

STAT

Finance. As of 14 July there were 78 outstanding advances totaling $48,925. None were delinquent. (U/AIUO)

STAT

Applications

Support to OSWR. Technical Analysis and Display System (TADS). The results of the stress test performed on 1 July showed that the IBM 3033MP performed the test operations in approximately half the time that the 168 took for two and four users, but that very little improvement was observed for eight users. This reflects the real memory for a virtual machine, and the 3033MP sixteen megabytes of real memory. (U)

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                                        /s/ Bruce T. Johnson

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STAT   EEX EXO/ODP:[   ] (15 July 1982)

TRANSMITTAL SLIP   DATE 7/16/82

TO: MIMI

ROOM NO. | BUILDING

REMARKS:

To be ~~per~~ duplicated and sent out.

= NO STAFF NOTES this time.

Sent m/July 19

FROM: Jean

ROOM NO. | BUILDING | EXTENSION

FORM NO. 241
1 FEB 55

REPLACES FORM 36–8
WHICH MAY BE USED.

(47)

12 JUL 1982

Excerpts from ODP Staff Meeting - 9 July 1982

1. ODP has received approval to exceed our 1982 TO and can hire against the 1983 ceiling. (Total of 8 additional positions).

2. OF is studying changes that are needed in Finance's ADP systems to comply with a new law on prompt payment of bills submitted to the Government. They are discussing with OGC the application of the law and its impact on the Agency. The changes may be time consuming and OF will be prepared to handle things manually until systems can be modified.

25X1

3. [   ] were promoted to SIS-2 and SIS-1, respectively.

4. ODP had two security violations in May; unauthorized disclosure of classified information and an open vault.

5. ODP and OC held a joint session to get an update on the work of the Message Handling Facility (MHF) project which will replace CDS. It became apparent that many MHF functions are similar to functions of the External Message Processor (EMP) of Project SAFE. This will have to be carefully monitored to avoid EMP and MHF duplication of effort.

6. The DDA and personnel from OF and ODP were briefed Wednesday by a vendor, CACI, on an automated travel accounting system. This company has built a system for Department of Justice, using a Wang VS computer, which allows retrieval of information about per diem rates in various cities, automates travel approval and provides a system for travel accounting. Finance is seeking $50,000 for a feasibility study.

7. D/ODP attended the quarterly CAMS review and toured the new computer facility which goes on line today, 9 July. It is a very impressive facility and should serve the project very well. Congratulations are in order to all who participated in setting up this facility on schedule.

This Document becomes UNCLASSIFIED when separated from attachment.

25X1

9. Attached is a copy of ODP's weekly report to the DDA, excerpts from the Division and Staff weekly reports, and ODP's Personnel Report.

25X1

Att: a/s

Next 1 Page(s) In Document Exempt

ODP 82-959
8 July 1982

MEMORANDUM FOR: Deputy Director for Administration

FROM: Bruce T. Johnson
                   Director of Data Processing

SUBJECT: ODP Report for Week Ending 7 July 1982 (U)

Applications

    Support to OF. General Accounting System (GAS). The system
Development Plan and the System Requirements documents for the
Major GAS Enhancements (on-line obligations, commitments, and a
re-design of the GAS/CONIF interface) have been distributed to
the Office of Finance, the Office of Logistics and ODP/Production
Division. A review meeting will be held on Thursday, 8 July to
baseline these documents. (U)   STAT

    Support to OS. Community-Wide Computer-Assisted
Compartmentation Control System (4C). A sole-source contract was
signed on 1 July 1982 with   STAT
Virginia, to renovate rooms 1A 10/20 in Headquarters Building for
the installation of the 4C system. The contract calls for work
to be completed in 120 days at a cost of $210,000. OC will
require an additional 60 days after the renovation work is
completed to install and test communications equipment. The 4C
development team will require 30-45 days to test the system
configurations. Planned 4C-IOC is scheduled for March 1983. (U)   STAT

STAT

    Support to OL. Automatic Information Management (AIM). The
Office of Logistics now has 20 users on Project AIM. These users
represent the following components: Office of the Director,
Personnel Staff, Security Staff, Systems Analysis Branch,
Logistics Services Division, Printing and Photography Division,

25X1   (U)   STAT

SUBJECT: ODP Report for Week Ending 7 July 1982 (U)

Significant Events During Coming Week

    Support to O/ICE. The CAMS2 (P/S) Quarterly Status Review
will be held on 8 July at W2. (U)   STAT

    The CAMS2 (P/S) Development Computer Center will open for
business at W2 on 9 July. (U)   STAT

                                     STAT

                                 Bruce T. Johnson

STAT   O/D/ODP: (8 July 1982)

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       2 - O/D/ODP
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       1 - O/D/ODP Hold

CONFIDENTIAL

ODP 82-915
1 July 1982

MEMORANDUM FOR: Deputy Director for Administration

25X1   FROM:

Acting Director of Data Processing

SUBJECT: ODP Report for Week Ending 30 June 1982 (U)

Applications

25X1

Support to OSWR. Technical Analysis Display System
(TADS). A demonstration of TADS was given by OSWR to a member of
25X1   _____ on 23 June. Another demonstration was given
to members of the SAFE Project on 24 June, emphasizing the user
25X1   interface. (C) A9b   _____   25X1

ODP Sponsors Quality Assurance Speaker. The Quality
Assurance Division of ODP hosted a guest speaker, _____
of the Quality Assurance Institute, on 22 June. A very good
turnout of personnel from ODP Applications, from the SAFE
Project, and from the DDI heard this excellent briefing on the
what, who, and whys of quality assurance on software development
25X1   projects. (U)

Significant Events During Coming Week

ODP Management Conference. The Director of Data Processing
and the line and staff officers reporting directly to him will
25X1   meet at _____ on 1 and 2 July to discuss management issues
facing ODP during the next few years. Chief among topics on the   25X1
agenda is SAFE, its redirection and integration with other ODP
25X1   services. (C) A9c4.1

CONFIDENTIAL

Excerpts from ODP Div/Staff Reports for Week Ending 7 July 1982

Management

OAS/WPE Draft Notice. On 2 July, a draft Headquarters Notice outlining the procedures to be followed to acquire, install and support Office Automation Systems and Word Processing Equipment (OAS/WQPE) was distributed for internal ODP coordination and comment. (U/AIUO)

STAT

Finance. As of 6 July, $40,779 was advanced to 77 ODP travelers. None were delinquent. (U/AIUO)

STAT

Applications

Support to OSWR. Technical Analysis and Display System (TADS). The Critical Design Review for the Chromatics HC (Command Definition Language Compiler), HM (Man-Machine Interface), and HI (IBM/Chromatics Interface) tasks were held on 29 and 30 June. Also held was the Preliminary Design Review for the HP (Plotting) task. Attending were representatives from ODP, OSWR, USAF/FTD, and TRW. All designs were approved pending COTR review of the documents and CCB approval of the revisions. (U)

STAT

Support to ODP. Applications' Testing of Release 4.3 of GIMS II Software. The GIMS Release 4.3 testing checklist has been circulated to the responsible Branch Chiefs. The Branch Chiefs have expressed concern at being able to meet the 14 July deadline to complete the testing. [   ] has advised them to not test items related to the new update processor and to concentrate their tests on the remaining Release 4.3 items. A transition plan will be written that will cover the testing of the new update processor and the transition to its use in a production mode. (U)

STAT

STAT

SAFE

The CSPO continues to review user language scenarios prototyped on DD7260T diskettes. These prototypes were presented to the Government by TRW the week of 21 June 1982. (U)

STAT

Requests were sent in for all CSPO personnel for access to the AIM system. C/CSPO requested that this be done for better dissemination of information and for familiarity with AIM. AIM is planned to play a role in the Early Capability of the redirected SAFE Project. (U)

STAT

Administrative

Arrivals and Departures:

STAT

1982. [   ] was reassigned from OC to ED on 1 July

[   ] EOD'd in OPS on 6 July 1982. [   ] is a   STAT
summer only. (U)

At the request of ODP/Logs, the Office of Security investigated the incineration service that is now being provided "gratis" to Federal, State, and Municipal Government Agencies by the Bethlehem Steel Corporation at its Sparrows Point Plant and surveyed the actual "burning" procedure. As a result, OS has now authorized the immediate employment of the Bethlehem service for incineration of ODP Mag tapes and the Building Supply Branch/LSD/OL is planning on a "pilot" shipment of tape to Sparrows Point for incineration in the near future. An ODP/Logs representative will accompany the BSB personnel at that time and explore the possible extension of the service to other Agency

STAT facilities. (U) [   ]

Excerpts from ODP Div/Staff Reports for Week Ending 30 June 1982

Applications

Support to OC. Scheduling, Planning, and Resource Management
Information System (SPRINT). On 18 June 1982, [   ]   25X1

25X1 [   ] successfully installed and
tested the first-phase of the PAC II System software. (U) [   ]   25X1

On 25 June 1982, Quality Assurance personnel, together with
several other Applications' representatives, attended an all day
Quality Assurance and Configuration Management program at
[   ] This excellent briefing program was arranged by [   ]   25X1

25X1   [   ] sponsored by OD&E. It included attending a Configuration
Control Board (CCB) meeting, briefings which highlighted the pre-
and post-meeting activities of the Engineering and Configuration
support staffs, and concluded with a senior management perception
of the CCB process. (C) A9a5.2 [   ]   25X1

Processing

TMS problems with multi volume Z/Y tapes plagued CSS and
Operations this week. SPD and Operations technicians are working
on a software solution and CSS personnel are making manual updates
to ACF2 until the fix is tested and installed. CSS personnel
conducted briefings for Operations personnel on the relationship
of TMS and ACF2 to help promote a better understanding of the
relationship, particularly how it relates to the multi volume

25X1 problem. (U) [   ]

25X1   [   ] was awarded with the Certificate in Data
Processing (CDP) from the Institute for Certification of Computer
Professionals (ICCP) for successfully completing the 1982
examination. He was one of 1,427 successful candidates out of
3,914 who took this year's examination. (U) [   ]   25X1

25X1   [   ] submitted his resignation from the Agency
effective 23 July 1982. (U) [   ]   25X1

25X1   [   ] submitted her resignation from the Agency
effective 15 July 1982. (U) [   ]   25X1

SPD has successfully installed the ORACLE relational data
base management system on VM. Because we are a beta test site for
the software and because this first release does not support some

25X1

important ORACLE features, we are taking a cautious approach in making it available to users. Access has been given to ORD and ASG/CPAS for their preliminary evaluation. (U)

25X1

CSS plans to move OSWR from VM1 to VM2 on 3 July 1982. Documentation has been prepared and circulated to OSWR users. (U)

25X1

Administrative

25X1

Arrivals and Departures: